

PRIYA SINGH

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Education

Galgotias University, Greater Noida, U.P. <ul style="list-style-type: none">MBA (Dual Specialization) Finance, Business Analytics 7.69 CGPA	2023- 2025 (expected)
Siddharth University, Siddharth Nagar, U.P. <ul style="list-style-type: none">Bachelor of Science, Aggregate: 65.88%	2020- 2022
Central Academy, Gorakhpur, U.P. <ul style="list-style-type: none">CBSE (Class XII), Aggregate: 77.6%	2018- 2019
Central Academy, Gorakhpur, U.P. <ul style="list-style-type: none">CBSE (Class X), CGPA: 9.2 CGPA	2016- 2017

Skills

MS-Excel | MS-Word | MS-PowerPoint

Work Experience

HLS & Associates Intern	1 July - 31 July 2024
<ul style="list-style-type: none">Assisting in preparation & filing of Income Tax Returns (ITR) for individuals, businesses, and corporations ensuring compliance with tax laws and regulations.Assisting in managing & processing of Goods and Services Tax (GST) filings, ensuring timely and accurate submissions.Utilized advanced MS-Excel functions to analyze large datasets, reducing data processing time.	

Certificates

<i>Excel For Beginners</i> <ul style="list-style-type: none">Great Learning Academy	June 2024
<i>National Financial Literacy Quiz</i> <ul style="list-style-type: none">SEBI & NISM	2024

Hobbies

- Travelling